



Billing Code: 7515-01U

**NATIONAL ARCHIVES AND RECORDS ADMINISTRATION**

[NARA-2015-040]

Agency Information Collection Activities: Submission for OMB Review; Comment Request

**AGENCY:** National Archives and Records Administration (NARA)

**ACTION:** Notice

**SUMMARY:** NARA gives public notice that it has submitted to OMB for approval the information collection described in this notice. We invite the public to comment on the proposed information collection pursuant to the Paperwork Reduction Act of 1995.

**DATES:** Submit any written comments to OMB at the address below on or before [INSERT DATE 30 DAYS AFTER PUBLICATION IN THE FEDERAL REGISTER].

**ADDRESSES:** Send comments to Mr. Nicholas A. Fraser, Desk Officer for NARA, by mail to Office of Management and Budget; New Executive Office Building; Washington, DC 20503; by fax to 202-395-5167, or by email to [Nicholas\\_A.\\_Fraser@omb.eop.gov](mailto:Nicholas_A._Fraser@omb.eop.gov).

**FOR FURTHER INFORMATION CONTACT:** Contact Tamee Fechhelm by telephone at 301-837-1694 or by fax at 301-713-7409 with requests for additional information or copies of the proposed information collection and supporting statement.

**SUPPLEMENTARY INFORMATION:** Pursuant to the Paperwork Reduction Act of 1995 (Public Law 104-13), NARA invites the public and other Federal agencies to comment on proposed information collections. NARA published a notice of proposed collection for this information collection on February 18, 2015 (80 FR 8700 and 8701). We received one

comment, noting that the word “qualified” (used twice on the bottom of page 1 of NA Form 17003) was used to describe an auditor’s opinion. The term “qualified” was replaced with the word “modified” a couple of years ago during the accounting profession’s update of standards. As a result of this comment, NARA changed the two instances of the word “qualified” with the word “modified” on NA Form 17003. We have now submitted the described information collection to OMB for approval.

In response to this notice, comments and suggestions should address one or more of the following points: (a) whether the proposed information collection is necessary for NARA to properly perform its functions; (b) NARA’s estimate of the burden of the proposed information collection and its accuracy; (c) ways NARA could enhance the quality, utility, and clarity of the information it collects; (d) ways NARA could minimize the burden on respondents of collecting the information, including through information technology; and (e) whether this collection affects small businesses. In this notice, NARA solicits comments concerning the following information collection:

Title: Accounting System and Financial Capability Questionnaire

OMB number: 3095-0072

Agency form numbers: NA Form 17003

Type of review: Regular

Affected public: Not-for-profit institutions and state, local, or Tribal government

Estimated number of respondents: 75

Estimated time per response: 4 hours

Frequency of response: On occasion

Estimated total annual burden hours: 300

Abstract: Pursuant to Title 2, Section 215 of the Code of Federal Regulations, Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations (formerly Office of Management and Budget (OMB) Circular A-110) and Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, grant recipients are required to maintain adequate accounting controls and systems in managing and administering Federal funds. Some of the recipients of grants from the National Historical Publications and Records Commission (NHPRC) have proven to have limited experience with managing Federal funds. This questionnaire is designed to identify those potential recipients and provide appropriate training or additional safeguards for Federal funds. Additionally, the questionnaire serves as a pre-audit function in identifying potential deficiencies and minimizing the risk of fraud, waste, abuse, or mismanagement, which we use in lieu of a more costly and time-consuming formal pre-award audit.

Dated: April 29, 2015.

Swarnali Haldar,

Executive for Information Services/CIO.

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